

---

**From:** Kosorok, Michael R [/O=UNC EXCHANGE/OU=EXCHANGE ADMINISTRATIVE GROUP (FYDIBOHF23SPDLT)/CN=RECIPIENTS/CN=KOSOROK]  
**Sent:** 3/10/2017 6:44:18 PM  
**To:** Kretchmar, Jen [jkretchmar@admissions.unc.edu]; Curran, Patrick J [curran@unc.edu]  
**CC:** Panter, A. T. [panter@email.unc.edu]; Kosorok, Michael R [kosorok@bios.unc.edu]  
**Subject:** RE: Admissions Data Request and Confidentiality Agreement

How is the attached?

Michael

**From:** Kretchmar, Jen  
**Sent:** Friday, March 10, 2017 1:36 PM  
**To:** Kosorok, Michael R <kosorok@bios.unc.edu>; Curran, Patrick J <curran@unc.edu>  
**Cc:** Panter, A. T. <panter@email.unc.edu>  
**Subject:** FW: Admissions Data Request and Confidentiality Agreement

Hi Michael and Patrick,

I'm sorry I didn't get back to you sooner. I needed to check with others in the office about downloading data from the s drive. I'm afraid I'm going to have to ask you to resubmit our data access form as well to 1) indicate that you will in fact be downloading the data from the s drive and will destroy it once the analysis is complete and 2) add the name of your graduate students.

Patrick, I copied your first submission below for reference. The link to the form is copied below again as well. If one of you submits on behalf of all three, I think that is fine.

Sorry for the extra step.

Jen

<https://unc-ch.formstack.com/forms/admissionsdatarequest>

**From:** [formstack@unc.edu](mailto:formstack@unc.edu) [mailto:[formstack@unc.edu](mailto:formstack@unc.edu)]  
**Sent:** Tuesday, January 17, 2017 11:49 AM  
**To:** Arthur, Ashley <[aarthur@admissions.unc.edu](mailto:aarthur@admissions.unc.edu)>; Legge, Allison <[alegge@admissions.unc.edu](mailto:alegge@admissions.unc.edu)>; Medina, Emilio A <[emedina@admissions.unc.edu](mailto:emedina@admissions.unc.edu)>  
**Subject:** Admissions Data Request and Confidentiality Agreement



**Formstack Submission for form Admissions Data Request and Confidentiality Agreement**

*Submitted at 01/17/17 11:48 AM*

**Exhibit D**

Name, title, and organization of individual requesting the release of data (hereinafter "Requestor"):	Patrick Curran, Professor of Psychology and Neuroscience, University of North Carolina at Chapel Hill
---	---

Requestor's Email Address:	<a href="mailto:curran@unc.edu">curran@unc.edu</a>
----------------------------	--

The named individual above is requesting the following data from the University of North Carolina at Chapel Hill. Please list the specific population and data fields that are required.:	<p>Professor Michael Kosorok (School of Public Health) and I are requesting data from the admissions office relating to all undergraduate applicants in the prior five years. All available data fields are requested.</p> <p>We do not request data to be removed from the premises. Instead Patrick Curran (Onyen=curran) and Michael Kosorok (Onyen=kosorok) request access to the network drive on which the data are stored.</p>
---	---

The data will be used for the following purpose (provide a detailed explanation of how the data will be used. If used for more than one purpose, list each one).:	Professors Curran and Kosorok are members of the Data Analytic Subcommittee of the Race Neutral Strategies Task Force led by Dr. Abigail Panter (Senior Associate Dean for Undergraduate Education) and Dr. Stephen Farmer (Vice Provost for Enrollment and Undergraduate Admissions). These data will be used to empirically examine criteria associated with admissions decisions over a five year period.
---	--

Communication sample:	
-----------------------	--

If Requestor proposes to provide access to the data to other individuals, list their names,	Dr. Michael Kosork, W. R. Kenan, Jr. Distinguished Professor, Department of Biostatistics, and Professor, Department of Statistics and Operations Research, University of North Carolina at Chapel Hill
---	---

titles and  
organizations::

Specify the  
date the data  
are required.  
Please submit  
your request at  
least 7 working  
days in  
advance.:

January 23, 2017

Specify the  
anticipated  
date of  
completion for  
the project that  
requires these  
data. Upon  
project  
completion,  
the data must  
be destroyed  
or  
confidentially  
recycled, and  
Requestor  
must confirm  
in writing to  
the Office of  
Undergraduate  
Admissions  
that they have  
been  
destroyed or  
recycled.:

July 30, 2017

This  
Confidentiality  
Agreement is  
entered into  
between the  
Office of  
Undergraduate  
Admissions  
and the  
Requestor.  
Under this  
Agreement, the  
Office of  
Undergraduate

Agree

Admissions  
will provide the  
data  
requested.  
Requestor  
agrees to use  
the data  
exclusively for  
the purpose  
detailed in this  
request.:

If using the      Agree  
data to  
communicate  
with students,  
please refer to  
the attached  
Policy on  
Communicatio  
ns to New  
Students for  
additional  
information.  
By entering  
your name  
below and  
accepting the  
data, you  
agree to be  
bound by the  
above  
conditions.  
You also  
acknowledge  
that you have  
read the  
attached  
Policy on  
Communicatio  
ns to New  
Students and  
will abide by  
the terms  
outlined in this  
policy.:

Requestor will      Agree  
not disclose,  
publish, or  
disseminate

this  
Confidential  
Information  
and agrees not  
to use  
Confidential  
Information for  
any purpose  
other than  
specified  
above without  
the prior  
written  
consent of an  
authorized  
representative  
of the Office of  
Undergraduate  
Admissions.:

Requestor      Agree  
agrees to  
protect this  
Confidential  
Information.  
The electronic  
information  
will be stored  
on password-  
protected  
devices. Any  
hard copies  
will be stored  
in a locked  
cabinet.:

Requestor will      Agree  
be responsible  
for any  
violation of the  
terms of this  
Agreement.  
Should there  
be any breach  
in  
confidentiality,  
Requestor will  
immediately  
report this to  
the Director of  
the Office of



Undergraduate  
Admissions.:

At the completion of the project described in this agreement, Requestor will destroy the data provided by UNC-Chapel Hill and confirm their destruction in writing to the Office of Undergraduate Admissions.:

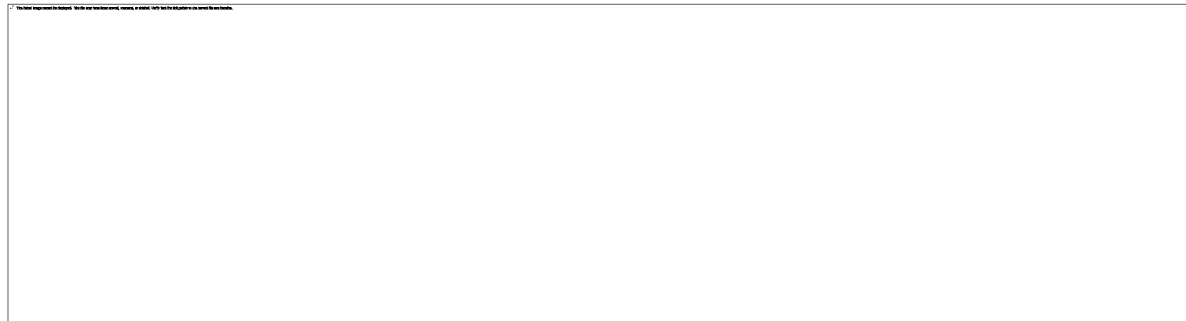
Agree

Name: Patrick J. Curran

Title: Professor of Psychology and Neuroscience

Date: January 17, 2017

Signature:



[Direct Link to Image](#)

[Terms](#) | [Privacy](#)

Copyright © 2017 Formstack, LLC. All rights reserved.

This is a customer service email.

Formstack, LLC  
8604 Allisonville Rd.  
Suite 300  
Indianapolis, IN 46250